



APPLICATION FOR REFUND OF PROVINCIAL FUEL TAX FOR SPOUSES OF PERSONS WITH DISABILITIES

under the Motor Fuel Tax Act

Program Information

- For help in completing this form, read our [Instruction Page](#). For more information about the program, read [Bulletin MFT 004](#), Fuel Tax Refund Program for Persons with Disabilities. Both are available on our website or by contacting the ministry.
- Complete this form if you are a spouse of a person with a disability that is registered for the Fuel Tax Refund Program and you purchased the fuel.
- A spouse is defined as a person who is married to another person or is living with another person in a marriage-like relationship for at least two years.
- You may receive a refund of the provincial **motor fuel tax** on fuel you purchased in BC for use in **one vehicle** that the registrant **owns** or **leases**.
- The maximum refund amount for each calendar year is **\$500 in tax** per registrant. The ministry cannot issue a refund of less than \$10.
- Allow up to six weeks for your application to be processed (allow up to 12 weeks from January to April).
- **A claim will not be processed if your application is incomplete and/or original fuel receipts are not submitted.**

Questions?



If you need more information, call us toll free at 1-877-388-4440.



Information is available on our website at gov.bc.ca/fueltaxrefund



Mail your completed claim to:

Ministry of Finance
Refunds Section
PO Box 9628 Stn Prov Govt
Victoria BC V8W 9N6

Freedom of Information and Protection of Privacy Act (FOIPPA)
The personal information on this form is collected for the purpose of administering the Motor Fuel Tax Act under the authority of section 26(a) of the FOIPPA. Questions about the collection or use of this information can be directed to the Director, Policy, Rulings and Services, PO Box 9442 Stn Prov Govt, Victoria BC V8W 9V4 (telephone: toll-free at 1-877-388-4440).

Step 1 – Registrant Information

Enter the name and registration number of the person with the disability that is registered for the program.

LEGAL LAST NAME	LEGAL FIRST NAME	REGISTRATION NUMBER
<input type="text"/>	<input type="text"/>	<input type="text"/>

Step 2 – Claimant Information

If you are the spouse of the registrant and purchased the fuel, enter your information below. If the claim is approved, a cheque will be mailed to you at this address.

LEGAL LAST NAME	LEGAL FIRST NAME	MIDDLE INITIAL (if applicable)
<input type="text"/>	<input type="text"/>	<input type="text"/>

MAILING ADDRESS
<input type="text"/>

CITY	PROVINCE	POSTAL CODE
<input type="text"/>	<input type="text"/>	<input type="text"/>

DAYTIME TELEPHONE NUMBER	EMAIL ADDRESS
<input type="text"/>	<input type="text"/>

Step 3 – Vehicle Information of Registrant

You **MUST** provide the vehicle licence plate number:

Licence Plate Number

Check (✓) **YES** or **NO** for the following two questions:

1. Are you claiming a refund of fuel purchased for the vehicle designated for the program? YES NO
2. Does the registrant **own** the vehicle? YES NO

If you answer **NO** to either question, **explain**:

Step 4 Fuel Purchase Information

Submit your **original** fuel receipts that show the date, type of fuel, number of litres and the seller's name and address. We do not accept pre-authorized or prepaid fuel receipts as they may not represent the actual amount of fuel purchased.

FUEL TYPE

Check (✓) **one** fuel type used in your vehicle: Gasoline Diesel Propane

FUEL PURCHASED

For each area below where you purchased fuel, enter the total litres of fuel purchased for each year.

Victoria Area	
Central Saanich, Colwood, Esquimalt, Highlands, Langford, Metchosin, North Saanich, Oak Bay, Saanich, Sidney, Sooke, Victoria, View Royal	
Year	Litres of Fuel Purchased
2021	litres
2020	litres
2019	litres
2018	January 1 to March 31
	litres
	April 1 to December 31
	litres
2017	litres
2016 *	litres

Other Areas of BC	
All areas not listed under Victoria and Vancouver	
Year	Litres of Fuel Purchased
2021	litres
2020	litres
2019	litres
2018	litres
2017	litres
2016 *	litres

Vancouver Area	
Aldergrove, Anmore, Belcarra, Bowen Island, Burnaby, Coquitlam, Delta, Electoral Area "A", Langley, Lions Bay, Maple Ridge, New Westminster, North Vancouver, Pitt Meadows, Port Coquitlam, Port Moody, Richmond, Surrey, Township of Langley, Tsawwassen, Vancouver, West Vancouver, White Rock	
Year	Litres of Fuel Purchased
2021	litres
2020	litres
2019	January 1 to June 30
	litres
	July 1 to December 31
	litres
2018	litres
2017	litres
2016 *	litres

*For limitations on fuel purchases made in 2016 see [Notice 2020-002](#), COVID-19 – Sales Tax Changes.

Do you need your fuel receipts returned to you?

YES NO

Would you like your next refund application form mailed to you?

YES NO

You can also find this form at gov.bc.ca/fueltaxrefund

Step 5 – Claimant Declaration

I declare that all information provided on this form, and on all attached documents, is true and correct to the best of my knowledge and belief. I acknowledge that any false information may result in a fine of up to \$10,000 and/or imprisonment for up to two years.

SIGNATURE

TYPE OR PRINT NAME

DATE SIGNED

YYYY/MM/DD

X

Thank you – after we receive your claim we will calculate the amount of your refund and notify you by mail.



INSTRUCTION PAGE

FOR COMPLETING YOUR APPLICATION FOR REFUND OF PROVINCIAL FUEL TAX FOR SPOUSES OF PERSONS WITH DISABILITIES FORM (FIN 474)

- | | | | |
|----------------------|------------------|-----------|---------------------|
| Complete this Action | Information Only | Calculate | Mailing Information |
|----------------------|------------------|-----------|---------------------|

Note: A claim will not be processed if your application is incomplete and/or original fuel receipts are not submitted.

Step 1 Registrant Information

Enter the **legal** last name, first name and registration number of the person with the disability that is registered for the Fuel Tax Refund Program.

The registration number was provided at the time of registration for the program.

Step 2 Claimant Information

Enter your **legal** last name, first name and middle initial (if you have one).

Enter your mailing address, city, province, postal code, daytime telephone number and email address (if you have one).

Step 3 Vehicle Information of Registrant

Provide the vehicle licence plate number of the vehicle designated for the program.

Check (✓) **YES** or **NO** to the two questions.

If you answered **NO** to either question, provide an explanation.

Step 4 Fuel Purchase Information (see the example on [Page 4](#))

We must receive your refund application and receipts within four years of the date you paid the fuel tax. For example, if you paid the fuel tax on April 10, 2016, we must receive your refund application and receipts by April 10, 2020.

Any fuel receipts that are older than the four years or are dated earlier than your confirmed disability start date do not qualify and will be deducted from your claim.

We recommend that you submit refund claims once a year.

You must submit original fuel receipts. Receipts provide proof of the amount of tax paid. We only accept cash register or pump receipts that show the date, type of fuel, number of litres, and the seller's name and address.

Note: We do not accept pre-authorized or prepaid fuel receipts as they may not represent the actual amount of fuel purchased.

In the **Fuel Type** section, check (✓) **one** type of fuel (gasoline, diesel or propane) that was purchased for use in the vehicle.

Step 4 Fuel Purchase Information (continued)

 In the **Fuel Purchased** section, for each area where you purchased fuel, enter the total litres of fuel purchased for that area in the **Litres of Fuel Purchased** column beside the applicable calendar year.



To calculate the total litres of fuel purchased for each area and calendar year:

- i) organize your original fuel receipts by area (Victoria, Vancouver, Other), then
- ii) organize those fuel receipts in date order, and
- iii) add up the number of litres of fuel purchased for each area for each calendar year.



After we receive your claim, we will calculate the amount of your refund and notify you by mail.

EXAMPLE – HOW TO COMPLETE STEP 4

A registrant in the program resides in Vancouver and owns a vehicle that uses gasoline. After organizing their original fuel receipts by area purchased in date order and adding up the litres of fuel shown on each fuel receipt, the registrant calculates that in 2018, they purchased 503.5 litres of gasoline at service stations located in Vancouver and Burnaby (Vancouver area) and 150.0 litres of gasoline at service stations in Abbotsford (Other areas of BC).

FUEL TYPE	
Check (✓) one fuel type used in your vehicle: <input checked="" type="checkbox"/> Gasoline <input type="checkbox"/> Diesel <input type="checkbox"/> Propane	
FUEL PURCHASED	
For each area below where you purchased fuel, enter the total litres of fuel purchased for each year.	
Victoria Area	
Central Saanich, Colwood, Esquimalt, Highlands, Langford, Metchosin, North Saanich, Oak Bay, Saanich, Sidney, Sooke, Victoria, View Royal	
Year	Litres of Fuel Purchased
2021	litres
2020	litres
2019	litres
2018	January 1 to March 31
	litres
2018	April 1 to December 31
	litres
2017	litres
2016 *	litres
Other Areas of BC	
All areas not listed under Victoria and Vancouver	
Year	Litres of Fuel Purchased
2021	litres
2020	litres
2019	litres
2018	150.0 litres
2017	litres
2016 *	litres
Vancouver Area	
Aldergrove, Anmore, Belcarra, Bowen Island, Burnaby, Coquitlam, Delta, Electoral Area "A", Langley, Lions Bay, Maple Ridge, New Westminster, North Vancouver, Pitt Meadows, Port Coquitlam, Port Moody, Richmond, Surrey, Township of Langley, Tsawwassen, Vancouver, West Vancouver, White Rock	
Year	Litres of Fuel Purchased
2021	litres
2020	litres
2019	January 1 to June 30
	litres
2019	July 1 to December 31
	litres
2018	503.5 litres
2017	litres
2016 *	litres

*For limitations on fuel purchases made in 2016 see [Notice 2020-002](#), COVID-19 – Sales Tax Changes.

Do you need your fuel receipts returned to you?
 YES NO


Would you like your next refund application form mailed to you?
 YES NO

You can also find this form at gov.bc.ca/fueltaxrefund

Step 5 Claimant Declaration

 Review the claimant declaration and certify the declaration by including your signature, name and date.

 We will require a Power of Attorney or a Representation Agreement if someone is signing on your behalf.

 Mail your completed application form **along with your original fuel receipts** to the address located at the top of the application form.